



Department of Energy

Washington, DC 20585

July 20, 2006

MEMORANDUM FOR HEADS OF DEPARTMENTAL ELEMENTS

FROM:

THOMAS N. PYKE, JR. 
CHIEF INFORMATION OFFICER

SUBJECT:

Transmittal of Department of Energy Chief Information Officer
Guidance - Protection of Personally Identifiable Information

In keeping with the goals and processes outlined in the Cyber Security Program Revitalization Plan and to implement recent Office of Management and Budget (OMB) guidance, I am approving and issuing the attached Guidance, DOE CIO Guidance CS-38, Protection of Personally Identifiable Information.

This Guidance, which was developed by the Office of the Chief Information Officer (CIO) and reviewed by the Cyber Security Working Group, applies OMB memorandum, M-06-16, *Protection of Sensitive Agency Information*, and the sections of OMB memorandum M-06-19, *Reporting Incidents Involving Personally Identifiable Information and Incorporating the Cost for Security in Agency Information Technology Investments*, pertaining to the Protection of Personally Identifiable Information.

As we continue to issue Guidance as part of the aggressive implementation of the Cyber Security Revitalization Plan, I enlist your help to ensure that the criteria in this Guidance are promptly and adequately addressed within your organization. Key parts of this Guidance are to be fully implemented in early August 2006 according to the OMB memorandum M-06-16. Because of this, you and your staff should ensure that this Guidance is passed along quickly throughout your organization.

Please note that OMB memorandum M-06-16 requests that the Inspector General review the implementation of the safeguards identified in that memorandum to ensure they are in place by August 9, 2006. In addition, implementation of this Guidance, Department-wide, will be included in the cyber security compliance monitoring activities carried out by the Office of the CIO, the Office of the Inspector General, and the Office of Security and Safety Performance Assurance.

Please contact Bill Huntman, Associate CIO for Cyber Security, at 202-586-1090, for additional information.

Thank you for your personal attention to ensuring that the content of this new Guidance is integrated into your organization's cyber security program as soon as possible.

Attachment



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